MACOUPIN COUNTY BOARD OF HEALTH
Minutes for September 17, 2025, 6:00 p.m.

I. Call to Order – Roll Call
   a. Board members present: Dr. Michael LeVora, Nikki Ray, Chas Swearingen, Ashley Simons, Holly Boston, Morgan Rusten, Rachel Woods, Margaret Perry, Pam Danker, Dr. Thomas Hatley
   b. Board members absent: Leann Barr, Sean Rees
   c. Staff present: Lori Sanson, Christy Blank, Gary Ross, Derrik Tiburzi, Sam Thomas, Becky Hatlee

II. Recognition of the Public- None

III. Reading and Approval of August 20, 2025 minutes

   a. Dr. Thomas Hatley motioned. Chas Swearingen seconded.

IV. Financial Status – Approval of Bills
   a. Discussion of Current Financial Situation
      a. Public Health: Beginning balance $517,621.23 Ending balance $567, 089.69
      b. Transportation: Beginning balance $698,025.50 Ending balance $791,814.85
      c. WIC: Beginning balance $8,366.07 Ending balance $5000.00
      d. Community Care: Beginning balance $779,261.55 Ending balance $759,453.79
      e. MCHC, Inc.: Beginning balance $26,279.75 Ending balance $26,146.35
      f. USDA: Beginning balance $22,229.12 Ending balance $22,242.37
      g. Total cash assets: Beginning balance $2,434,398.90 Ending balance $2,555,496.13, +$120,097.23
      h. Total outstanding balance owed from State of IL: $171,125.56
      i. Discussion regarding amounts outstanding on grants from prior fiscal year, Lori explained those amounts are recorded in prior fiscal year balances. Auditors review this as well.
      j. Motion to approve by Nikki Ray, seconded by Dr. Thomas Hatley. Motion carried.
   b. Outstanding Grant Remittance owed to MCPHD - $171,125.56
   c. COLA increases effective 9/1/2025 (except for C-Suite) except Lori, Becky and Christy – 3.5% = totaling approximately $133,984.24 annual increase in budget to cover wages
   d. Health Insurance Rate Increase- New agent Matt Dowland, Carlinville, staying with BCBS. Total monthly increase in premium per employee is $102.60/per employee. We have 90 employees on this coverage, totaling a $99.727.20 annual budget increase needed to cover this.
   e. USDA Annual Report FY 2024 and FY 2025
      a. Holly Boston motioned. Pam Danker seconded. Motion carried.

V. Executive Session – personnel, legal
   a. Dr. Thomas Hatley motioned to enter 6:35pm. Ashley Simons seconded. Motion carried.
   b. Nikki Ray motioned to exit 7:03pm. Chas Swearingen seconded. Motion carried.

VI. Administrator's Report
   a. Health Center Productivity Reports
      a. Medical had the second highest appointments for the year, 364.

b. PMHNP monthly encounters 504.
c. Counseling monthly encounters 418.
d. Dental monthly encounters 1584, down from last month of 1840. Multiple dentists off for vacations.
e. Total kept appointments = 2879, goal is 3000 per month
f. Total number of unduplicated patients as of the end of August = 7822, which is 78% of our annual goal.

b. UDS Review-Utilization Review of Patients
    a. Reviewed UDS listing of zip codes of patients served in the health centers.
    b. Majority of patients at 100% and below the poverty line.
    c. Primarily Medicaid for peds and adult patients
    d. Clinical quality measure- NG just implemented new program for UDS reporting and we are finding many discrepancies with the data. This report is not accurate due to errors still being worked through.

c. QI/QA/Risk Management
    a. Unduplicated patients 7822
    b. 2879 kept appointments for August, with a goal of 3000
    c. Counseling changes based off surveys, mental health telehealth is going back to 45 min appts instead of 30 due to patient feedback
    d. Reviewed patient surveys for recommendations on improving patient care
    e. Dr. Thomas Hatley motioned. Ashley Simons seconded. Motion carried.

d. Review of current projects
    a. Transportation Building Project- Derrik working on this
    b. St. Francis Way- roof replacement underway, scheduled to be completed end of next week
    c. Morgan St.- None
    d. Columbian Blvd- R Factor coming to give bid for blown in insulation on 9/19, second bid expected from Goley Insulation
    e. Oakland Ave- None
    f. Maple St.- None

VII. Old Business

a. MCPHD advertising, marketing, re-branding and website update
    a. Ads on social media are being clicked on, statistics provided in packet, patient visits have been increasing since campaign began. Most viewed on mobile phone bye females age 65 and older.
    b. Logo provided for the health centers and health department. Transportation logo will not change due to requiring approval by IDOT which would take quite some time.
    c. Motion to approve new Logos, Mission Statement, Vision Statement, and Tagline made by Rachel Woods. Morgan seconded. Motion carried.
    d. Recommended changes for PROMISE statement. Christy will request edited version to be reviewed.

VIII. Credentialing and Privileging- None

IX. WIC, Health Educator, Safe Families, Environmental, and Transportation Update

a. WIC

i. Enrolled caseload is 681, 111% of goal.
ii. Achieved caseload is 566
iii. Closeout participation was 92.3%
iv. 231 completed in August
v. Mobile unit being moved from Palmyra to Gillespie

b. Health Educator
   i. Mt. Olive 9 physicals and 10 immunizations - 14 students, Health Educator currently out on maternity leave so she has not started school programming yet

c. Safe Families
   i. 52 DV hotline calls 22.5 hours total this month. 6 Ops granted, 7 applied for

d. Environmental
   i. 2 new establishments inspections, 53 routine inspections, 58 reinspections, 9 events with 12 inspections, 5 cottage food consultations, 38 retail food consultations
   ii. 4 food related complaints were addressed
   iii. 17 septic permits reviewed and approved
   iv. Positive West Nile virus mosquito test pool in Girard and Sawyerville
   v. Cease and Desist issued for TL Creations Salon in Mt.Olive due to operating in violation of 410 ILCS54, and 77 Illinois Administrative Code 797.

e. Transportation
   i. 3103 passenger trips, 21 days of service, 54,749 service miles, 2,656 service hours, 342 rider cancellations, 86 no shows
   ii. Several group trips cancelled due to low participation, 1 group trip to Union Station completed.
   iii. Three new contract proposals with community partners
   iv. 69 safety events, safety score 82%
   v. Annual MCPT report presented – 246 days of service, 37,174 rides provided, 29,4567 service hours, 19 drivers, 15 service contracts, 6 vehicle incidents

X. Review of Grants – Applications, Changes, updates and new
   a. 708 Board application
   b. ANCHOR grant is due Monday- Beckee is working on this

XI. New Business
   a. Security Internal & External Penetration Testing Results – Contract Proposal for 2026
      a. Contract is to have someone try to break into our system- no significant findings
         i. Oakland Ave had a tower plugged in a server room that was not on our domain. Illini tech investigated and nothing found on this tower
         ii. Quote approved by Ashley Simons. Rachel Wood seconded. Motion carried.
   b. GAP Insurance Application – due in October
   c. HCCN – DHN to IPHCA – we will be moving to Illinois HCCN group from the Delaware based HCCN group. Termination letter and MOA reviewed.
   d. Next Gen Proposal/FHN Departure
      a. Next Gen independent instance will reduce costs for MCPHD.
      b. Motion to approve transition away from FHN and to our own instance of Next Gen made by Ashley Simons. Chas Swearingen seconded. Motion carried.
   e. FTCA Deeming Letter
      a. Federal Tort insurance- last month the board reviewed the outstanding issues needing resolution for us to obtain FTCA Deeming. Corrections were made by Sam

and Gary and submitted. We were awarded FTCA Deeming renewal for the term of 1/1/26-12-31-26. FTCA continues to be harder and harder to obtain, this award is a testament to the quality standards in all areas of our health centers, staff, leaders, financials, etc.

f. CLA SOW/Contract - Medicaid/Medicare Cost Report
    a. Staying with CliftonLarson Allen due to the cost savings. Nikki Ray motioned. Ashley Simons seconded. Motion carried.
g. Policy Review and Approval
    a. Board of Health By Laws and County Resolution need to align wording to say at least 9 members. Chas Swearingen motioned to approve. Holly Boston seconded. Motion carried.
    b. Fiscal Manual – Bank Reconciliation Policy - Change wording to say outstanding checks must be reviewed at a minimum on an annual basis. Pam Danker motioned. Rachel Woods seconded. Motion carried.
h. Personnel Requests/Resignations/Staff Vacancies
    a. Lilly Booth accepted part time work at The Parent Place, which will not create any conflict with her current position.
    b. Resignations - Cindy Ogden and Ray Caver
    c. Career Opportunities – 6 positions open, Janitor, Dentist, Dental Assistant, PHDH, Registered Dental Hygienist, Transportation Driver

XII. Next Meeting Date – Wednesday, October 15, 2025 at 6:00 p.m.

Motion to adjourn at 8:15pm by Dr. Thomas Hatley. Nikki Ray seconded. Motion carried.